

DD/A 75-0879

24 FEB 1975

MEMORANDUM FOR: Director of Personnel
SUBJECT : Observations on and Proposals for
Agency EEO

1. Attached herewith is a draft memorandum of 20 February 1975, which reflects the views of Mr. Thomas W. Holmes, Jr., Director, EEO, concerning the Agency's Equal Employment Opportunity Program. Mr. Holmes has requested Directorate comments before it goes forward to the Director of Central Intelligence.

2. It will be immediately obvious that the report has a particularly heavy impact on the Office of Personnel and I would very much appreciate your overall views. The following questions immediately come to mind, in no order of importance:

a. What are your views on an Agency-wide "Upward Mobility" Program, particularly, one "run by" the Office of Personnel, and is an Office of Personnel staff study in order (paragraphs 3, 13, 14, and 19)?

b. Do you endorse a full-time, permanent EEO Staff (paragraph 2) or the rotational assignment concept used by the Retirement Counseling Branch (paragraph 6)?

c. Are the EEO recruitment statistics complete and accurate (paragraph 7)?

d. Do you agree with the approach which is suggested in connection with Mr. [redacted] and efforts for those of Spanish origin (paragraph 8)?

e. Is Mr. [redacted] spread pretty thin, is there a real need for additional black recruiters, and do we require the direct help of Mr. [redacted] Office of the Inspector General, in this area (paragraph 9)?

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f. What are your comments on supergrades for blacks and females, in terms of the Annual Personnel Plan (paragraph 10)?

g. Is anything in the will in terms of individual or unit citations for OP/EEO efforts? What do you recommend (paragraph 11)?

h. What are your views on the value of the Annual Personnel Plan and the Personnel Development Plan regarding fiscal year reporting on EEO versus the U.S. Civil Service Commission calendar year requirements? Does this not generate considerable confusion on EEO statistics (paragraphs 20 and 21)?

i. The Director, EEO, has praised the efforts of the Office of Personnel during 1974, and I don't wish to convey an impression that we are defensive on this issue. I do think, however, that it is quite important that a wrap-up report to the Director of Central Intelligence should be accurate and in proper perspective. Please forward your observations within a week or ten days.

/s/ John F. Blake

John F. Blake
Deputy Director
for
Administration

Att

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EO-DD/A :der (21 Feb 75)

Att: DD/A 75-0869 - Draft Memo for DCI fr Director, EEO (Holmes)
dtd 20 Feb 1975; Subj: Observations on and Proposal for
Agency EEO